



## OFFICE OF BUILDING INSPECTION INFORMATION REQUIRED TO INSTALL A SWIMMING POOL

A swimming pool is defined as: Any depression in the ground, either temporary or permanent, or a container of water, either temporary or permanent and either above or below ground, in which water more than 18 inches deep is contained and which is used primarily for the purpose of bathing or swimming.

1. A survey showing the exact location of the proposed pool location.
2. Literature regarding the type of pool.
3. If a wood frame deck will be associated with the pool, include a complete deck framing plan with the application.
4. A completed Village of Richfield building permit application.
5. Washington County Land Use office approval required! (SEE ATTACHED)
6. An electrical permit is required for all pool installations.  
Any electrical wiring for pools shall comply with Article 680 of the National Electric Code (NEC)
7. A plumbing permit is required when installing heater
8. See Fee Schedule for current fee and plan review fee.

### **VILLAGE REQUIREMENTS:**

- Pools must be located in the rear or side yard only.
- Setback requirements are 10' from a side or rear property line for pools and decks associated with pools.
- Pools shall not be placed any closer than 5' to the septic system or 25' from the well.
- Pools shall not be any closer than 5' horizontally from any underground utility lines.
- Pools shall not be any closer than 10' horizontally from any overhead utility lines.
- Above ground pools do not require fencing provided the walls of the pool are at least 48" high at all points around the pool. All ladders associated with the pool shall be capable of being locked in the upright position when not in use.
- All in-ground pools shall be completely enclosed by a fence of sufficient strength to prevent access to the pool, not less than 4' in height and so constructed as to not have voids, holes or openings larger than 4" in one dimension. No fence shall be constructed closer than 3' to a pool.
- Gates or doors shall be equipped with a self-closing and self-latching device for keeping the gate or door securely closed at all times when not in use.
- Safety covers do not replace the need for a fence.

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# Washington County

## Planning and Parks Department

### REMINDER TO PROPERTY OWNERS IN ALL UNINCORPORATED TOWNS

Please note that the Washington County Planning and Parks Department Land Use Division administers and enforces the following ordinances within your municipality:

- Subdivision Ordinance
- Sanitary Ordinance
- Shoreland/Wetland/Floodplain Zoning Ordinance

#### CONTACT FOR THE FOLLOWING TOWNSHIPS:

Phillip Gaudet-Land Resources Manager/Manager of Land Use Division  
Wayne, Kewaskum, Addison, Hartford, Barton

Dave Seils-Inspector in Charge  
Polk, Erin, Richfield, Germantown

Dave Lindner-Land Use Inspector  
Farmington, West Bend, Trenton, Jackson

Best time to call is from 8:00 to 9:00 A.M.

Before beginning any construction (including remodeling, reconstruction or any structural alterations), and landscaping, please contact us and request information on what permits and inspections may be necessary. The best time to call is from 8:00 to 9:00 A.M.

Please contact us before doing any work on your Private Onsite Wastewater Treatment System (POWTS) other than the routine pumping of your septic tank every 2 or 3 years as required under County Ordinance; this includes the placement of covers, risers, pipes, vents, etc. County and State laws require that some repairs, alterations, extensions or additions require permits at the County level, and the State requires that the person performing the work be properly licensed.

Enforcement of the County Shoreland/Wetland/Floodplain Zoning Ordinance pertains especially to properties within 300' of a river or navigable stream, within 1,000' of a lake/pond as well as all floodplain and the majority of wetland areas. Please note that many very small ponds, streams and ditches are regulated as required by the State. Permits may require approval by the Washington County Planning, Conservation & Parks Committee and the full County Board prior to your starting work on the following projects within the shoreland/wetland/floodplain zoning district:

- Landscaping, filling, grading, ponding, lagooning, dredging, excavating and any soil disturbance work.
- Seawall or riprap.
- Additions/alterations to existing structures or reconstruction of structures.
- New construction of any type.
- Retaining walls, sidewalks, driveways or other landscaping.

When working near lakes and streams, you are advised to contact the Wisconsin Department of Natural Resources in Milwaukee at (414) 263-8500, because in some cases permits will also be needed from them. Construction in any wetland or shoreline may require approval of the U.S. Army Corps of Engineers, phone number (262) 547-4171.

County approval will be needed for all subdivisions. Certified Survey Maps located in Shoreland/Wetland/Floodplain Zoning Districts frequently require County approval.

To help minimize complications, please do not hesitate to contact our office for information about the procedure for obtaining any of the permits mentioned above. This should be done several weeks prior to the proposed start of your project. When work takes place without permits, County and State laws usually hold the property owner responsible even if the work was done by a contractor. In some cases, the contractor may also be responsible. You should also contact the town regarding their permit requirements.

Form 1385 (Rev. 03/15)